



Our vision is that all Kalamazoo County youth are career or college ready by age 21.

Our mission is to ensure that all Kalamazoo County youth have access to high quality out-of-school time (OST) programs that are well coordinated and use resources efficiently.

KYD Network has the following position available:

**Kalamazoo County Youth Cabinet Advisor
Part-Time Advisor (Grant-Funded Temporary Position)
Approximately 32 hours per month**

Are you passionate about making a difference in the lives of youth? Kalamazoo Youth Development Network (KYDNet), collaborating for the future of our youth, is one of the most important youth-serving networks in the community and links with 82 agencies with a focus on positive youth development.

Position Summary: The Kalamazoo County Youth Cabinet is comprised of 25 youth, ages 14 to 20, from Kalamazoo County. The purpose of the Cabinet is to provide youth with the opportunity to identify community issues facing youth and create strategies to address these issues. The Cabinet is a youth-led organization and is a place where young women and men will bond to create positive change in their communities. The Cabinet will help create a formal dialogue between youth and adult community leaders.

The Advisor position is critical to the success of the Cabinet. The role of the Advisor is to build relationships with all youth on the Cabinet, help youth process and develop their ideas, guide Cabinet processes, provide connections to resources, and serve as a liaison to other youth-driven organizations and schools. The position is with the Kalamazoo Youth Development Network (KYD Net), funded by the Irving S. Gilmore Foundation, and affiliated with United Way of the Battle Creek and Kalamazoo Region.

Job Duties:

- Serving as a liaison between the Youth Cabinet and the Youth Leadership Affinity Group;
- Supporting the Cabinet through the creation of its vision, mission, and action plan;
- Providing support to the Cabinet by meeting with members in advance to create meeting agendas and other needed materials;

- Attending and helping to support Cabinet meetings, obtaining supplies and arranging for trips and guest speakers;
- Helping to develop structures to support effective group processing, planning, and implementation;
- Supporting youth to reflect on their work and develop new ideas for improvement;
- Serving as an advocate and liaison to other program staff and directors and local schools;
- Attending meetings of College and Career Action Network to provide updates on the work of the Cabinet;
- Networking with local youth-serving organizations that have, or would like to create, a youth advisory council to communicate best practices and lessons learned.
- Networking the local schools to learn their needs and interests and to identify youth who may be interested in serving on the Cabinet.
- Performs other related duties, as assigned.

Qualifications:

- Experience working with older youth (teens and young adults) in out-of-school time setting;
- Familiarity with quality youth development concepts and strategies;
- Willingness to embrace concept of “youth-driven spaces,”
- Flexible schedule to meet when youth are available;
- Excellent oral and written communication skills;
- Ability to work with adults from different perspectives and backgrounds; and
- Superior group facilitation skills.

“Building the community *WE* want, making the changes *WE* need.”

Resumes can be submitted, along with a cover letter, to rstull@uwbckr.org and will be accepted through March 27.

Equal Opportunity Employer